



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, Texas 78238  
Tuesday, August 16, 2016

**MINUTES**

The City Council of the City of Leon Valley, Texas met on the 16<sup>th</sup> day of August, 2016 at the Leon Valley City Council Chambers located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business.

**Call to order, Determine a Quorum is Present, Pledge of Allegiance.**

Mayor Chris Riley called the Regular City Council Meeting to order at 7:15 p.m. Mayor Riley welcomed everyone then led the Pledge of Allegiance.

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Council Members David Edwards, Belinda Ealy, Benny Martinez and David Jordan. Council Member Monica Alcocer was excused.

Also in attendance were:

City Manager Kelly Kuentler, ACM/Human Resource (ACM/HR) Director Crystal Caldera, City Secretary Sandra Passailaigue, Public Works Director Melinda Moritz, Fire Chief Luis Valdez, Finance Director Vickie Wallace, Economic Development Administrative Assistant Ana Federico, Interim Police Chief Ray Lacy and Interim Assistant Police Chief Ruben Saucedo.

**Presentation in appreciation for 32 years of service to Randall Wallace, Chief of Police, Reception to Follow.**

Mayor Riley presented Randall Wallace a Certificate of Appreciation and a clock for his 32 years of service. Each member of City Council thanked Mr. Wallace for his service.

Mayor Riley called for a recess at 7:23 p.m. for a reception honoring Mr. Wallace.

Mayor Riley reconvened the meeting at 7:39 p.m.

**Citizens to Be Heard and Time for Objections to the Consent Agenda.**

Mayor Riley asked if any of the Council Members wished to pull any item from the Consent Agenda for discussion. No items were pulled.

- Adrian Hockett, 7207 Poss Road, ask specific questions about his neighbor Vickie Jamvold and various court cases and complaints. Mr. Hockett spoke on behalf of "EIL", Rosie Schaetter, and Kevin and Stephanie Harris.
- Richard Blackmore, 6639 Forest Haven, responded to Mr. Hockett in support of Ms. Jamvold.
- Rosie Schaetter, 7211 Poss Road, asked that Mr. Blackmore try to understand the situation from she and her neighbors view point.

### **CONSENT AGENDA**

#### **Approval of City Council Minutes. (S. Passailaigue)**

##### **a) August 02, 2016 Regular City Council Meeting**

**Consideration and possible action on Resolution No. 16-018R re-appointing members to the Zoning Commission and appointing members to the Citizens Police Advisory Committee and the Hike & Bike Trail Committee. M&C #2016-08-16-02 (S. Passailaigue)**

**Consideration and possible action to authorize the City Manager to Grant a Permanent Water Easement to the San Antonio Water System for the Leon Valley Emergency Connection Project. M&C #2016-08-16-03 (D. Dimaline)**

A motion was made by Council Member David Jordan and seconded by Council Member Belinda Ealy, to approve Consent Agenda Item #4 (August 02, 2016 Regular City Council Meeting), Item #5 (Resolution No. 16-018R), and Item #6 (Water Easement) as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

### **REGULAR AGENDA**

#### **Consider, discuss and possible action – Hodges Street Traffic Study Recommendation(s). M&C #2016-08-16-04 (M. Moritz).**

Public Works Director Melinda Moritz presented the item for the purpose of providing the City Council possible traffic mitigation actions on Hodges Street. Public Works Director Moritz reminded everyone that the City received a petition from residents along Hodges Street to close one end of the street. The petition was heard by City Council at the May 3, 2016 meeting and direction was given to staff to 1) perform a traffic count of vehicles traveling from Evers to Bandera on Hodges, 2) install "Slow – Children at Play" signage, 3) consider installing an LED speed indicator sign, 4) consult with the City Engineer about making Hodges a one-way street, 5) perform a traffic study, 6) determine if the street qualifies for a reduction in the 30 mile per hour speed limit to 25 miles per hour, and 7) encourage the citizens to gather the necessary signatures to install speed humps. "Children-at-Play" signage was installed and residents were encouraged to gather the necessary signatures on the petition. The City Engineer was consulted about placing a barricade to make it a one-way street, but he recommended that the City not take any action without a proper traffic study being conducted. A new



traffic study was performed, which gave a list of recommendations and the impact to the community to include a conversion to one-way, the installation of speed humps and prohibition of through truck traffic, and a speed reduction to 20 MPH. The following options were recommended by the traffic engineers: Option 1 – Conversion to one-way at specific times, with prohibition of through truck traffic and enforcement - implementation time – 6 months; least negative impact to community; low cost; recommends an Origin-Destination survey be completed with Hodges residents to determine potential left turn conflicts and delay during one-way operation times; and need to amend traffic ordinance. Option 2 – Installation of speed humps and prohibition of through truck traffic - implementation time 6 months; medium negative impact to community; medium cost (installation & maintenance); would require petition from residents; and need to amend traffic ordinance. Lastly, Option 3 – Speed reduction to 20 mph and prohibition of through truck traffic - implementation time less than 6 months; highest negative impact to community; low cost (signage & maintenance); and need to amend traffic ordinance. The fiscal impact would be as follows: traffic study previously approved was \$11,894; speed humps cost \$4500 per set, which would be taken from the FY 2017 budget; signage is approximately \$70 per sign; and all items listed in Options could be funded from the proposed FY 2017 Public Works budget.

Public Works Director Moritz concluded the presentation saying that staff recommends that the City hold public meeting to obtain input; obtain Origin-Destination input to assess potential left turn delay at Hodges Drive and Evers Rd (if Option 1 is chosen); present to City Council for final decision; and begin implementation.

The presentation was followed by a discussion.

- Lelani Mercado, 4904 Hodges Drive, said she and her neighbors were in favor of all of the options presented except that they would like to have Option 1 changed to a one-way all the time.
- Hector Flores, 4929 Hodges Drive, said that if signs were put up, they would be ignored. Mr. Flores said that his biggest fear is to place “hours” on the traffic. He said he fears collisions if this were done.

City Attorney Denise Frederick cautioned the City Council to obtain an engineer study on the road before making it a “one-way” street as it could be a liability to the City.

A motion was made by Council Member Belinda Ealy and seconded by Council Member David Jordan, to conduct a new traffic study done by the city engineer which would encompass the recommendations which have already been made with a conversion of a “one-way” 24/7 with a barrier to prevent traffic from crossing over, speed humps and lowering the speed limit to 20 mph. Upon a unanimous vote, Mayor Riley announced the motion carried.

**Presentation, discussion and possible action to approve the LVEDC Funds in the amount of the \$86,684 for the Kinman House project. M&C # 2016-08-16-06 (L. Proffitt)**



Leon Valley Economic Development Corporation (LVEDC) Board Secretary, Larry Proffitt presented the item for consideration and authorization of \$86,685 to the City of Leon Valley for the Kinman House Project. Article IV Functional Corporate Duties and Requirements, Section 4.5 Expenditure of Corporate Money, Subsection (c) of the Bylaws of the City Leon Valley Economic Development Corporation (LVEDC) requires that projects approved by the LVEDC Board of Directors for project funding in excess of \$10,000.00 be approved by a resolution of the City Council. On July 27, 2016, the LVEDC held their regular meeting and approved by resolution the contribution to the Kinman House project. The contribution by the LVEDC is for improvements to be made to the Kinman House. The money will be used to purchase some kitchen equipment for the facility. Improvements will include other hard costs involved in finishing out the facility (e.g. electrical wiring and plumbing costs to meet code compliance. The contribution will enable the project to move forward. The repairs and improvements to the Kinman House will provide the City with more economic development opportunities in Leon Valley by adding to the sales tax base, creating jobs and adding to the quality of life of the residents which is part of the S.E.E. statement for the City of Leon Valley.

A motion was made by Council Member Benny Martinez and seconded by Council Member David Jordan, to approve the LVEDC Funds in the amount of the \$86,685 for the Kinman House project. Upon a unanimous vote, Mayor Riley announced the motion carried.

**Presentation, discussion and possible action to approve the LVEDC's proposed Fiscal Year 2016-2017 Budget and the renewal of the support services contract with the City of Leon Valley. M&C #2016-08-16-05 (L. Proffitt)**

Leon Valley Economic Development Corporation (LVEDC) Board Secretary, Larry Proffitt presented the LVEDC proposed Fiscal Year 2016-2017 budget as recommended and approved by the LVEDC Board of Directors at their meeting of July 27, 2016. The LVEDC Board would like for City Council to consider approving the Fiscal Year 2016-2017 budget so that the LVEDC can have an Executive Director, continue services with the Retail Coach, have EDsuite assist with the development of the LVED's website, have Proposal Suite develop a data base of current land, building and lease availability within the City of Leon Valley. Approving the Fiscal Year 2016-2017 budget will also contribute to the City Attorney's services as well as funding for LVEDC projects and grants.

A motion was made by Council Member Belinda Ealy to authorize the city manager to enter into an agreement for support services between the City of Leon Valley and Leon Valley Economic Development Corporation and that we recommend approval with the LVEDC Board to give \$48,000 for contractual services. Council Member Ealy then withdrew the motion.

A motion was made by Council Member Belinda Ealy and seconded by Council Member Benny Martinez, to approve the LVEDC's proposed Fiscal Year 2016-2017 Budget and the renewal of the support services contract with the City of Leon Valley. Upon a unanimous vote, Mayor Riley announced the motion carried.

**Conduct a Public Hearing and consider action on the attached Ordinance approving and adopting Fiscal Year 2016-2017 Budgets and associated Capital Acquisition Plans. M&C #2016-08-16-07 (K. Kuenstler).**

City Manager Kelly Kuenstler updated the City Council on items that had changed since the last presentation of the proposed budget.

Mayor Riley opened the public hearing at 9:40 p.m.

There being no public comment, Mayor Riley closed the public hearing at 9:41 p.m.

A motion was made by Council Member David Jordan and seconded by Council Member David Edwards, to adopt Ordinance No. 16-029 approving the budgets and associated capital acquisition plans for the City of Leon Valley, Texas for the Fiscal Year 2017.

Mayor Riley requested a call vote to which the City Council replied: Council Member Edwards – Aye; Council Member Alcocer – Aye; Council Member Martinez – Aye; Council Member Jordan – Aye; and Council Member Ealy – Aye. Upon a unanimous vote, Mayor Riley announced the motion carried.

**Vote to Ratify the General Fund Fiscal Year 2017 Budget that increases total property taxes over last year's budget by \$164,095 or 4.4459% and of that amount \$56,826 is tax revenue to be raised from new property added to the roll this year. M&C #2016-08-16-08 (V. Wallace).**

A motion was made by Council Member Benny Martinez and seconded by Council Member David Edwards, to adopt Ordinance No. 16-030 ratifying the Fiscal Year 2017 budget that will raise more total property taxes than last year's budget by \$164,095 or 4.4459% and of that amount \$56,826 is tax revenue to be raised from new property added to the roll this year.

Mayor Riley requested a call vote to which the City Council replied: Council Member Edwards – Aye; Council Member Alcocer – Aye; Council Member Martinez – Aye; Council Member Jordan – Aye; and Council Member Ealy – Aye. Upon a unanimous vote, Mayor Riley announced the motion carried.

**Vote for the placement of a proposal to adopt the City's 2016 Tax Rate on the agenda of September 20, 2016, Council meeting at a rate of \$0.556599/\$100 valuation, which is \$0.005016 lower than last year's tax rate of \$0.561615,**



**6.247542% higher than the effective tax rate of \$0.523870 and is equal to the rollback tax rate. M&C #2016-08-16-09 (V. Wallace).**

A motion was made by Council Member David Jordan and seconded by Council Member Benny Martinez, to adopt the City's 2016 Tax Rate on the agenda of September 20, 2016, Council meeting at a rate of \$0.556599/\$100 valuation, which is \$0.005016 lower than last year's tax rate of \$0.561615, 6.247542% higher than the effective tax rate of \$0.523870 and is equal to the rollback tax rate.

Mayor Riley requested a call vote to which the City Council replied: Council Member Edwards – Aye; Council Member Alcocer – Aye; Council Member Martinez – Aye; Council Member Jordan – Aye; and Council Member Ealy – Aye. Upon a unanimous vote, Mayor Riley announced the motion carried.

**A call for two public hearings on the Proposed 2016 Tax Rate of \$0.556599 per \$100 valuation, which is \$0.005016 lower than last year's tax rate of \$0.561615, 6.247542% higher than the effective tax rate of \$0.523870 and is equal to the rollback tax rate. The first public hearing will be on Wednesday, August 31, 2016, at 5:30 p.m. in the City Council Chambers, 6400 El Verde Road, Leon Valley, Texas 78238 and the second public hearing will be on Tuesday, September 6, 2016, at 7:00 p.m. in the City Council Chambers, 6400 El Verde Road, Leon Valley, Texas 78238. M&C #2016-08-16-10 (V. Wallace).**

A motion was made by Council Member Benny Martinez and seconded by Council Member David Edwards, to adopt Ordinance No. 16-030 ratifying the Fiscal Year 2017 budget that will raise more total property taxes than last year's budget by \$164,095 or 4.4459% and of that amount \$56,826 is tax revenue to be raised from new property added to the roll this year.

Mayor Riley requested a call vote to which the City Council replied: Council Member Edwards – Aye; Council Member Alcocer – Aye; Council Member Martinez – Aye; Council Member Jordan – Aye; and Council Member Ealy – Aye. Upon a unanimous vote, Mayor Riley announced the motion carried.

**Consideration of Resolution No. 16-021R of the City Council of the City of Leon Valley ordering and establishing procedures for a Special Election in the City of Leon Valley, Texas to rededicate the use of the Section 4B Sales and Use Tax to general revenue at the rate of 1/8 percent for the purpose of economic development and other uses at the city council's discretion by the qualified voters of the City of Leon Valley; authorizing the City Manager to sign a joint election Agreement with the Bexar County Elections Administrator for the conduct of said election, and providing details relating to the conduct of holding the Election, authorizing the use of the Leon Valley Conference Center for Early Voting (October 24, 2016 through November 04, 2016) and the Leon Valley City Hall on the 8<sup>th</sup> day of November, 2016, for Election Day voting. M&C #2016-08-16-11 (S. Passailaigue).**



***Una resolución del consejo municipal de la ciudad de la ciudad de Leon Valley para ordenar y establecer los procedimientos para una elección especial en la ciudad de Leon Valley, Texas, con el fin de rededicar el uso del impuesto de ventas y uso de la sección 4b para ingresos generales a una tasa del 1/8 por ciento con el propósito de Desarrollo Económico y otros usos a la discreción del consejo de la ciudad por los votantes calificados de la ciudad de Leon Valley; autorizar al administrador de la ciudad para firmar un convenio de elección conjunta con el administrador de elecciones del condado de Bexar para la celebración de dicha elección, y proveer detalles relacionados con la celebración de la elección, autorizando el uso del Leon Valley Conference Center para la votación anticipada (24 de octubre al 4 de noviembre de 2016) y el City Hall de Leon Valley el día 8 de Noviembre de 2016 para la votación el día de la elección.***

City Manager Kelly Kuenstler presented the item with a resolution ordering a Special Election in the City of Leon Valley, Texas, to be held on November 08, 2016 to rededicate the use of the Section 4B Sales and Use Tax to general revenue at the rate of 1/8 percent for the purpose of economic development and other uses at the city council's discretion, to be held for the City of Leon Valley; and designating Jacquelyn F. Callanen, Bexar County Elections Administrator, as the Election Administrator to conduct such election.

A motion was made by Council Member David Edwards and seconded by Council Member David Jordan, to adopt Resolution No. 16-021R with the amendment that the wording be changed from "...to rededicate the use of the Section 4B Sales and Use Tax to general revenue at the rate of 1/8 percent for the purpose of economic development and other uses at the city council's discretion by the qualified voters of the City of Leon Valley." to read "...to rededicate the use of the Section 4B Sales and Use Tax to general revenue at the rate of 1/8 percent for the purpose of economic and community development." Upon a vote of four (4) for and one (1) opposed with Council Member Benny Martinez casting the negative vote, Mayor Riley announced the motion carried.

**City Manager's Report:**

- a) **Approved Minutes from Boards, Commissions and Committees**
- b) **Future Agenda Items:**
  - **Sign Ordinance LED**
- c) **Upcoming Important Events:**
  - **Budget Workshops**
    - **August 27<sup>th</sup> from 9:00 a.m. – 12:00 p.m. at the Leon Valley Conference Center – Parliamentary Procedure & Open Meetings Training for all directors, board liaisons, City Council Members, Boards, Commissions and Committee Members.**
    - **August 31<sup>st</sup> at 5:30 p.m. – First Tax Public Hearing**
    - **September 6<sup>th</sup> at 7:00 p.m. – Second Tax Public Hearing**
  - **August 30<sup>th</sup> from 5:00 p.m. – 7:00 p.m. at the Leon Valley Conference Center – VIA Public Meeting regarding January service changes and to**

**inform citizens of the Primo route and the modification of this route in Leon Valley.**

City Manager Kelly Kuenstler announced a Job Fair at the Community Center from 9:00 a.m. to 3:00 p.m. on September 13<sup>th</sup>; the handgun policy has been drafted but placed on the backburner until the new police chief is hired so he has input into the decision; the committee has completed the 22 interviews for police chief of which 3 finalist have been selected. Ms. Kuenstler proposed August 25<sup>th</sup> at 5:30 p.m. as the day the Council would interview the 3 candidates; the Forest Oaks Pool inspections is not yet complete and that is why you haven't seen that yet; asked if the City Council would be interested in developing a City of Leon Valley flag.

**Citizens to be heard.**

None.

**Announcements by the Mayor and Council Members.**

Council Member Benny Martinez reminded everyone that the Chamber of Commerce will be meeting at Bandera Bowl on August 17<sup>th</sup>.

Mayor Riley thanked Mayor Pro-Tem Jordan for filling in for her while she was out of town.

**Adjournment.**

Mayor Riley announced the meeting adjourned at 10:43 p.m.

**These minutes approved by the Leon Valley City Council on the 6<sup>th</sup> of September, 2016.**

APPROVED



**CHRIS RILEY  
MAYOR**

ATTEST:



**SAUNDRA PASSAILAIGUE, TRMC  
CITY SECRETARY**

